

21 November 1981

MEMORANDUM FOR: National Foreign Intelligence Program Managers

SUBJECT: Preparation of the DCI's Annual Report to the Congress

1. It is time to prepare the Annual Report to the Congress. I have decided that the reports for 1981 will again begin with the DCI's overview of the Community, followed by individual chapters on CIA, DIA, NSA and INR drafted by the respective Program Managers. The reports of the past two years, which followed this format, were well received by the Congress. Moreover, this approach permits us to address cooperatively and individually the progress we have made toward meeting the needs of national policymakers and departmental intelligence consumers.

2. My overview will emphasize the theme of rebuilding. In it I will describe my long term goals for intelligence and outline how 1981 has set the stage for a period of steady growth in the Community's capabilities and resources. I also plan to address intelligence support to the decisionmaking process, interagency counterintelligence cooperation and coordination, management changes that will support the Community's rebuilding, and intelligence objectives for 1982 and beyond.

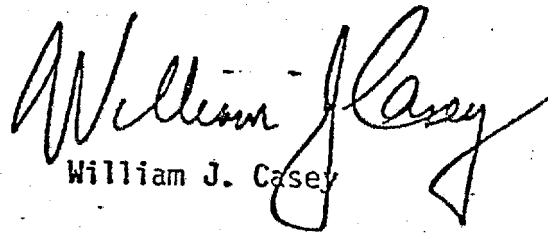
3. As in previous years, please take the opportunity to discuss the accomplishments of your agency in your portion. The legislation requiring a report on the Intelligence Community is sufficiently broad to permit each of you to address whatever subjects you choose. It is specific only in the request that we review the intelligence activities of foreign countries directed against the US or its interests. Because this is the first annual report each of us is preparing, it provides an excellent opportunity to outline our long-term goals. The following additional topics are offered as suggestions for areas to be covered:

- Performance in 1981, including successes and shortcomings.
- Present and projected resource needs, particularly as they apply to shortcomings.
- Counterintelligence.
- Future research and development plans.

4. I would appreciate receiving a draft from you in December, to permit publication by mid-January. I expect the entire report to be some 30 pages long. Therefore, it would be helpful if your contribution does not exceed 10-12 double-spaced pages. In order to facilitate the preparation of this report, please submit the name of your action officer to () of the Intelligence Community Staff.

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William J. Casey